

FREEDOM OF INFORMATION - FEES

TOOL FOR CALCULATING COSTS AND CHARGES

> *Click on the tabs below to move between the tables*

TABLE A - To estimate whether a request would cost more than £600 to answer

TABLE B - To calculate the fee when a request costs less than £600

TABLE C - To calculate the maximum fee where the costs exceed £600

TABLE A	
USE THIS TO ESTIMATE WHETHER A REQUEST WOULD COST MORE THAN £600 TO ANSWER	
The Department's general policy is to refuse requests that exceed this limit. The most likely exception to this rule would be where we decide the requested information should be published because it is of interest to the wider public, in which case we should not charge the original applicant.	
	Hours
Determining whether we hold the information:	0
Locating the information or documents containing the information:	0
Retrieving the information or documents:	1605
Extracting the information from the document containing it (including editing and redacting the material):	3210
TOTAL TIME-ESTIMATE OF ABOVE ACTIVITIES	4815
Total cost of the above activities @ £25 per hour	£ 120,375.00
Other costs related to the above activities - SPECIFY BELOW:	
Reproduction Costs	20
Postage	10
TOTAL ALLOWABLE COSTS	£ 120,405.00